

CITY OF MARSHALLTOWN

ELECTRICAL APPLICATION & PERMIT



City of Marshalltown
Public Works – Electrical Inspections
24 North Center Street
Marshalltown, IA 50158

Phone: 641-754-5734 (Public Works)
Phone: 641-750-1652 (Electrical)
Email: cityelectrician@marshalltown-ia.gov

PROJECT INFORMATION				
Job Address:				
Property Owner:				
Property Owner Phone:				
Structure / Application Type is:	Single-Family <input type="checkbox"/> Residential (Note 1) (Fill out Pg 2)	Multi-Family <input type="checkbox"/> Residential (Fill out Pg 2 & 3)	Commercial / <input type="checkbox"/> Industrial (Fill out Pg 2 & 3)	Other: <input type="checkbox"/> _____
Brief Description of Project:				

Note 1: Duplex and Triplexes can be considered single-family residential; however, each unit shall have its own permit.

APPLICANT INFORMATION			
Company Name:			
Company Address:			
Company Contact:			
Contact Phone:			
Contact Email:			
Name of Licensee:		Licensee #:	

Signature of Applicant: _____ Date: _____

Application instructions:

1. All applicants shall fill out Application Page 1.
2. Pages 2 & 3 of the application shall be filled out as indicated in the project information section above for structure / application type.
3. Applications can be submitted via:
 - Email to cityelectrician@marshalltown-ia.gov (or) Mail to
 - City of Marshalltown - Electrical Inspection (*address above*)
4. Payment must be submitted at the time of application. Payments shall be dropped off or submitted via mail to City of Marshalltown - Electrical Inspection at the address shown at the top of this application.
5. Inspection requests shall be scheduled by calling 641-750-1652 (minimum 1 business day in advance) or by emailing cityelectrician@marshalltown-ia.gov (minimum 2 business days in advance).
Note: No inspection requests shall be made until the electrical application and permit is on file with the City.

Application Type		<i>Application Page Instructions – Select One of the Five Application Types Below & Fill Out Fees Associated with that Permit.</i>					
<input type="checkbox"/>	NEW OR ADDITION: Single-Family Residential	Administrative Fee	1	EA	@ \$15.00	15.00	
		Whole House Inspection Lump Sum (Includes up to 3 Trips - 1 Temp Service, 1 Rough-In, & 1 joint Meter Service / Final Inspection)	1	EA	@ \$110.00	110.00	
		<i>Total</i>					\$ 125.00
<input type="checkbox"/>	MODIFICATION: Single-Family Residential	Administrative Fee	1	EA	@ \$15.00	15.00	
		Residential Base (1 Inspection Trip)	1	EA	@ \$40.00	40.00	
		Fee for each modified or addition of : Range Garbage Disposal Furnace A/C Dryer Dishwasher Water Heater Service / Meter Panel / Load Center Generator (Note 2)	__	EA	@ \$7.00	_____	
		<i>Total</i>					\$ _____
<i>Note 2: A project representative must contact Alliant when installing a natural gas generator @ 1-800-Alliant. A gas piping statement will need to be completed (https://www.alliantenergy.com/partneringwithalliantenergy/contractors/servicemanuals)</i>							
<input type="checkbox"/>	SOLAR: Single-Family Residential	Administrative Fee	1	EA	@ \$15.00	15.00	
		Solar Base (Simple Plan Review & 2 Inspection Trips)	1	EA	@ \$80.00	80.00	
		<i>Total</i>					\$ 95.00
<input type="checkbox"/>	NEW, MAJOR REMODEL, OR ADDITION: Multi-Family Residential, Commercial, or Industrial	Administrative Fee	1	EA	@ \$15.00	15.00	
		MFR-C-I Base	1	EA	@ \$70.00	70.00	
		MFR-C-I Fixture Fee (From Schedule Herein on Page 3)	1	Lump Sum		_____	
		MFR-C-I Electrical Plan Review Fee (From Schedule Herein on Page 3)	1	Lump Sum		_____	
		<i>Total</i>					\$ _____
<input type="checkbox"/>	MODIFICATION: Multi-Family Residential, or Commercial, or Industrial	Administrative Fee	1	EA	@ \$15.00	15.00	
		MFR-C-I Base	1	EA	@ \$70.00	70.00	
		MFR-C-I Fixture Fee (From Schedule Herein on Page 3)	1	Lump Sum		_____	
		<i>Total</i>					\$ _____

Extra Fees: Reinspection fees due to faulty construction or extra trip charges will be charged at a rate of \$40 / reinspection or trip (includes \$5 administrative & \$35 trip charge).

Application Page Instructions –
 Only Multi-Family, Commercial, and Industrial application types are required to fill out this page. Insert these totals into page 2 tables.

MULTI-FAMILY – COMMERCIAL - INDUSTRIAL (MFR-C-I) FIXTURE FEE SCHEDULE			
DESCRIPTION OF WORK	#	FEE	TOTAL
Meters:			
Each Meter	_____	\$ 8.00 / Ea	_____
Openings/Devices: Switches, Outlets, & Fixtures:			
Fee for each 25 (# ÷ 25, rounded up to nearest whole number)	_____	\$ 10.00 / Ea 25	_____
Fixed or Stationary Appliance:			
Each (Range, Garbage Disposal, Furnace, A/C, Dryer, Dishwasher, Water Heater, Yard or Area Lighting Circuit, Etc.)	_____	\$ 5.00 / Ea	_____
Central Air Conditioning & Motors over 1 Hp:			
Each Unit	_____	\$ 5.00 / Ea	_____
Generators, Transformers, & All Devices Rated in KVA or Watts:			
Sum is 0 - 5 KVA or KW		\$ 10.00 / Lump Sum	_____
Sum is >5 – 20 KVA or KW		\$ 15.00 / Lump Sum	_____
Sum is > 20 KVA or KW		\$ 30.00 / Lump Sum	_____
Electrically Powered Outside Signs:			
Each	_____	\$ 10.00 / Ea	_____
Temporary Service:			
Each	_____	\$ 10.00 / Ea	_____
Solar Install:			
Each	_____	\$ 50.00 / Ea	_____
TOTAL FIXTURE FEE:			\$ _____
(or)			
<i>Utilize a maximum fee for each building / job of \$915.</i>			

MULTI-FAMILY – COMMERCIAL - INDUSTRIAL (MFR-C-I) ELECTRICAL PLAN REVIEW FEE			
Based on Square Foot of the New Building(s), Addition, or Area of Major Remodel:			
0 – 3,000 SF		\$ 100.00 / Lump Sum	_____
3,001 – 6,000 SF		\$ 200.00 / Lump Sum	_____
6,001 – 9,000 SF		\$ 300.00 / Lump Sum	_____
More than 9,000 SF		\$ 400.00 / Lump Sum	_____
TOTAL PLAN REVIEW FEE:			\$ _____
<p><i>Please Note: Plan reviews that require more than one set of review comments requiring changes to be sent back to the applicant will be charged additional plan review time. Extra plan review time will be charged at a rate of \$94.00 / Hour.</i></p>			